

### Excel Graph Check List

1. Fill in your name on the Excel Template provided in the Module.
2. Give your document a title that represents the assignment. Fill this in on the template provided in the Module.
3. Fill in all charts on the template provided in the Module.
4. Provide one graph for each chart in your excel document.
5. Each graph needs to have a title, a legend/key, both Y and X axis need to have a label.
6. Graphs need to be colorful but not overdone.
7. Save your excel document as "lastname-title"